

AGENCY USE ONLY

NUMBER:

TYPE:

ASSIGN:

APPLICATION FOR A FAMILY CHILD CARE HOME LICENSE

Type or print clearly. See back for explanation.

1. APPLICANT(S) First	Middle	Last Name

2. APPLICANT(S) AGE Over 18 Years Old <input type="checkbox"/> Yes <input type="checkbox"/> No	4. PREVIOUSLY/CURRENTLY LICENSED <input type="checkbox"/> Yes <input type="checkbox"/> No		DATE:
	TYPE LICENSE:		LICENSING AGENCY:
	ADDRESS:		
	CITY	STATE	ZIP

5a. YOUR HOME ADDRESS:	CITY	COUNTY	STATE	ZIP	PHONE:
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5b. IF YOU HAVE NOT LIVED IN THIS COUNTY FOR THE PAST TWO YEARS, LIST THE COUNTIES IN WHICH YOU HAVE RESIDED:

6. DIRECTION(S) TO HOME:

7. MAILING ADDRESS (if different):	CITY	STATE	ZIP
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8. PERSONS IN THE HOME (List all persons residing in your home)				
First Name	Middle	Last Name	Age	Relationship to You

9. TYPE OF LICENSE <input type="checkbox"/> Small Home (up to 8) <input type="checkbox"/> Large Home (up to 14)	CAPACITY:	AGES TO BE SERVED:	DAYS & HOURS OPEN:
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10. LICENSEE RESPONSIBILITY - I/We certify that:

- A. I/We have money to maintain the level of service required by law in a Family Child Care Home.
- B. I/We have both a State Fire Marshal approved fire extinguisher (rated 2A, 10B: C) and a smoke detector in operating condition.
- C. I/We shall comply with the laws and regulations governing standards for Family Child Care Homes.
- D. I/We shall obtain approval from the licensing agency before making changes in our license.
- E. I/We shall notify the licensing agency when we want to discontinue our license.
- F. I/We have informed the property owner, if leased or rented, that we will be operating a Family Child Care Home on the premises. The owner/landlord has been sent the Property Owner/Landlord Notification (LIC 9151).
- G. I/We have written consent from the property owner, if leased or rented, for a capacity of 8 or 14 children. The owner/landlord has signed the Property Owner/Landlord Consent Form (LIC 9149).

11. PERJURY STATEMENT - I/We declare under penalty of perjury that the statements on this application and accompanying attachments are correct to the best of my/our knowledge.

Applicant(s) Signatures	City and County where Signed	Date

INSTRUCTIONS FOR APPLICATION FOR A FAMILY CHILD CARE HOME LICENSE

This is the application form for a Family Child Care Home license. The numbers on this page are the same as on the front. Information on this form is public information.

1. **APPLICANTS** - The applicants are the persons who will be responsible for providing child care in their own home. All the applicants must live in the home to be licensed.
2. **APPLICANT AGE** - A person must be at least 18 years of age or older to be licensed for child care. A "Yes" check means all the applicants are 18 years of age or older.
3. **TYPE APPLICATION** - A New Application is a request to license both an individual and a home that are not now licensed. A Capacity Change is a request to increase the approved number of children in the licensed home by the same licensee. A Location Change is a request by a licensee to change their license to a home in another location.
4. **PREVIOUS/CURRENT LICENSE** - A previous license is any license issued to any of the applicants for providing care. If you were previously licensed, show what was the type of license, when were you licensed, the name of the licensing agency and the agency address. Include if you are currently licensed or were previously licensed for a foster family home license or any other licensed category.
- 5a. **YOUR HOME ADDRESS** - Your home address is the location of the home in which you live and want to provide care. This is the home that the licensing agency will review to determine whether care can be provided in the home.
- 5b. **LIST OF ADDITIONAL COUNTIES** - If you have not lived in this county for two years, list all additional counties where you have resided in the two past years.
6. **DIRECTION(S) TO HOME** - If your home is difficult to find, the directions to your home would be helpful to the licensing agency. Please attach a sketch or map with landmarks or major cross roads.
7. **MAILING ADDRESS** - If your mailing address is different from the home address, put your mailing address here. If it is the same, write "Same".
8. **PERSONS IN THE HOME** - List all persons who live in your home including yourself, your family members and any boarders, clients or other relatives. If you do not have enough space, attach additional paper.
9. **TYPE OF LICENSE** - Requirements for homes serving nine or more children are different from homes serving eight or fewer. Please identify the capacity you plan to serve, the age range, what days and/or hours you plan to be open.
10. **LICENSEE RESPONSIBILITY** - You need to assure the licensing agency that you have enough money to maintain your home, you have basic fire protection, you will comply with licensing laws and regulations and you will notify the licensing agency whenever you plan to change your license.
11. **PERJURY STATEMENT** - Each applicant must sign the application. The signatures should be the same as the names listed on the top of the form. The signature is signed under a perjury oath.

NOTE: IF YOU DO NOT HAVE ENOUGH SPACE, ATTACH ADDITIONAL PAPER.